

**PUBLIC PROTECTION CABINET**  
**Department of Alcoholic Beverage Control**  
**(As Amended at ARRS, December 9, 2021)**

**804 KAR 4:251. Special temporary licenses.**

RELATES TO: KRS 243.260

STATUTORY AUTHORITY: KRS 241.060

NECESSITY, FUNCTION, AND CONFORMITY: **KRS 241.060(1) authorizes the board to promulgate reasonable administrative regulations governing procedures relative to applications for licensure.** KRS 243.260 provides for the issuance of a special temporary license in wet territory to any regularly organized fair, exposition, racing association, or other party, when, in the opinion of the board a necessity **for the license[therefore]** exists. This administrative regulation establishes application procedures and requirements for special temporary licenses.

Section 1. Definition. “Organized civic or community-sponsored event” means a public gathering of broad appeal where citizens are invited and encouraged to attend without significant cost of admission that is sponsored or acknowledged by the city or county government in which the event is conducted, including any convention, conference, celebration, pageant, parade, festival, fair, public display, commemoration, or other type of public assemblage conducted for the benefit and enjoyment of the general public.

Section 2. An applicant for a special temporary license pursuant to KRS 243.260 shall complete the online application process and submit their **Online Special Temporary License** Application electronically at the Kentucky Alcoholic Beverage Control portal: <https://abcportal.ky.gov/BELLEExternal>. The applicant shall complete and submit their application no later than five (5) working days prior to the date for which the license is requested.

Section 3. An applicant for a special temporary license pursuant to KRS 243.260 shall provide supplemental information as the board shall **find[deem]** necessary for proper review of the application.

Section 4. For purposes of the issuance of special temporary licenses pursuant to KRS 243.260, necessity, in the opinion of the board, shall limit applicants to:

- (1) A regularly organized fair, exposition, racing association, nonprofit organization, or political campaign function; or
- (2) A for-profit individual, corporation, or organization if the license will be used in conjunction with an organized civic or community-sponsored event.

Section 5. For-profit individual, corporate, or organizational applicants for a temporary license in conjunction with an organized civic or community-sponsored event shall submit written or documentary evidence of the civic nature of the event, including promotional materials or news articles evidencing the local government's knowledge of, and support for, the event for which the applicant seeks a temporary license.

Section 6. Incorporation by Reference. (1) “Online Special Temporary License Application”, February 2021, is incorporated by reference.

(2) This material may be inspected, copied, or obtained, subject to applicable copyright law, at Department of Alcoholic Beverage Control, 500 Mero Street, 2 NE 33, Frankfort, Kentucky 40601, Monday through Friday, 8:00 a.m. to 4:30 p.m. **This material is also available on the department's Web site at [https://abc.ky.gov/newstatic\\_Info.aspx?static\\_ID=652](https://abc.ky.gov/newstatic_Info.aspx?static_ID=652).**

CONTACT PERSON: Joshua Newton, General Counsel, Department of Alcoholic Beverage Control, 500 Mero Street, 2 NE #226, Frankfort, Kentucky 40601, phone (502) 782-0770, fax (502) 564-4850, email [Joshua.Newton@ky.gov](mailto:Joshua.Newton@ky.gov).